

POSITION DESCRIPTION

Wildlife Connectivity Coordinator

NATIVE AMERICAN FISH AND WILDLIFE SOCIETY

INTRODUCTION

The Wildlife Connectivity Coordinator (Coordinator) of the Native American Fish and Wildlife Society (NAFWS) serves as the lead on wildlife connectivity and corridors technical assistance to Tribes under the guidance and direction of the Executive Director (ED). The Coordinator is responsible for providing technical service to the NAFWS members and member Tribes with an emphasis on ungulate migration conservation, primarily in the West. This is a full time 1 year term position with extension dependent on funding.

The Coordinator will be responsible for conducting business in a manner that coincides with the Articles of Incorporation, Strategic Plan, Code of Ethics and other regulations, policies and procedures.

The Coordinator will frequently be involved in situations that are very complex and highly sensitive, and is expected to conduct themselves in a professional manner at all times, and to seek guidance and direction on issues from the Executive Director.

DUTIES

Primary duties include:

- Coordination to Tribes interested in research or management issues regarding migrating wildlife.
- Provides technical assistance to Tribes on migrations, connectivity, and wildlife corridors issues
- Provide technical assistance to members and member Tribes to engage in policy and management discussions with Federal or state leaders or agencies regarding migrating wildlife.
- Develop partnerships with Tribes, Federal, State, nongovernmental organizations regarding migrating wildlife and Tribal consultation.
- Coordinate between Tribes with ungulate movement data and the USGS Corridor Mapping Team.
- Assist with any proposals as needed.
- Assist with NAFWS' Education program.
- Communicate with tribes on wildlife connectivity and migration issues, including, management, planning, staffing, etc.
- Research training opportunities that will benefit the tribes and NAFWS members and provide recommendations to the Executive Director for inclusion into the NAFWS' line of services and products.
- Develop trainings for Tribal biologists and technicians regarding migrating wildlife.
- Promote Tribal inclusion and consultation in wildlife corridor and connectivity through media and social media avenues and through advocacy to Congress and Federal partners.
- Assist with the NAFWS National and Regional Conferences as requested and directed by the Executive Director; i.e., help with conference announcements, send requested conference materials, help with registration, etc.

- Other duties as assigned.

FACTORS

Knowledge/Skills required by the position:

- Education and/or experience equivalent to a Bachelor's Degree in Wildlife, biological sciences, Environmental or Natural Sciences. Incumbent will understand the concepts and practices involved in the management of wildlife resources.
 - Examples of education and experience requirements are listed below:
 - **Degree:** biological science that included:
 - At least 9 semester hours in such wildlife subjects as mammalogy, ornithology, animal ecology, wildlife management, or research courses in the field of wildlife biology; and
 - At least 12 semester hours in zoology in such subjects as general zoology, invertebrate zoology, vertebrate zoology, comparative anatomy, physiology, genetics, ecology, cellular biology, parasitology, entomology, or research courses in such subjects (Excess courses in wildlife biology may be used to meet the zoology requirements where appropriate.); and
 - At least 9 semester hours in botany or the related plant sciences.

OR

- **Combination of education and experience:** equivalent to a major in biological science (i.e., at least 30 semester hours), with at least 9 semester hours in wildlife subjects, 12 semester hours in zoology, and 9 semester hours in botany or related plant science, as shown in above, plus appropriate experience or additional education.
- **Specialized knowledge:** knowledge of ungulate migration conservation, wildlife corridors and connectivity preferred.
- **Effective communication skills.** The applicant must demonstrate the ability to communicate effectively both orally and in writing. Ability to deal effectively with personnel from all levels of Tribal, Federal, and State governments, academia, special interest groups and the general public.
- **Working knowledge of Tribal and federal governments, Tribal treaties, agreements, laws, policies, and sensitive issues associated with the management of fish and wildlife resources.**
- **Indian/Native Alaskan employment preference.** As provided in the NAFWS Guide to Personnel Management and as authorized by federal law, the NAFWS will provide an employment preference to applicants who are enrolled members of a federally recognized Indian tribe or an Alaskan village.

- Veteran employment preference. As provided in the NAFWS Guide to Personnel Management and as authorized by federal law, the NAFWS will provide an employment preference to applicants who are veterans of the U.S. Armed Services.
- Pre-requisite to receiving employment preference. An applicant shall only receive the employment preference(s) if they demonstrate they possess the education and experience qualifications set forth herein.

SUPERVISION

- The applicant is under the direct supervision of the NAFWS Executive Director.

COMPLEXITY

- Applicant's tasks involve working with and through many different groups with a wide diversity of interests to achieve the overall mission and goals of the NAFWS.
- Applicant must be able to work effectively with the NAFWS membership and assist them with issues or concern
- All duties and actions of the applicant must be carried out in a manner that maintains harmonious working relations with the various interest groups.

PERSONAL CONTACTS

- Internal contact with NAFWS membership, staff and Board of Directors occurs on a regular basis. Other contacts with various Tribal, federal and state agencies will be on a frequent basis.

PHYSICAL DEMANDS

- This position requires a significant amount of travel which can be very demanding. The majority of work time will be spent in an office environment and includes standard demands associated with this setting. Minimal lifting of office equipment, supplies and other work office environment items may be required. A minimum of 20 pounds may be required to be lifted. The incumbent must demonstrate flexibility and self-motivation. The incumbent must be able to perform physical activities associated with fisheries and wildlife activities.

WORK ENVIRONMENT

- The Coordinator's duty station will be remote with approval by the Executive Director. The majority of work is performed in an office setting. Will work in the field and need to walk and hike. Field work usually consists of travel (up to 25%) to various regions or metropolitan areas for meetings and presentations.

EMPLOYMENT REQUIREMENTS

The Native American Fish and Wildlife Society is an Equal Opportunity Employer and does not discriminate in any personnel practice. As provided in federal law, the NAFWS does provide employment preferences for Native Americans and veterans of U.S. Armed Services.

Incumbent will be subject to a pre-employment background check and reference checks. Must possess a valid Driver's license.

Will be required to serve a 90 day probation period.